



WMO

# INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE



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## IPCC PROGRAMME AND BUDGET FOR 2003-2005

### **Proposed Revisions to the 2002 Budget, Proposed Budget for 2003, Forecast Budget for 2004 and Indicative Budget for 2005**

(Submitted by the Secretary)

Revisions are presented to Tables 1 - 4 and A - E appearing in IPCC-XIX/Doc. 6(b). These result from the uniform application of the unit cost per journey (paragraph 12a) in Tables 3 and 4.

# PROPOSED BUDGET FOR 2003, FORECAST BUDGET FOR 2004 AND INDICATIVE BUDGET FOR 2005

## INTRODUCTION

1. The following abbreviations have been used in this document:

4-R	Fourth Assessment Report
CA	Contributing Author
CBD	Convention on Biological Diversity
CLA	Co-ordinating Lead Author
COP	Conference of the Parties to the UNFCCC
DC	Developing Country
EIT	Country with Economy in Transition
F&B Division	Finance and Budget Division of the WMO
FAO	Food and Agriculture Organization
LA	Lead Author
LULUCF	Land Use, Land Use Change and Forestry
NGGIP	National Greenhouse Gas Inventories Programme of the IPCC
RE	Review Editor
SAR	Second Assessment Report
SBI	Subsidiary Body for Implementation of the COP
SBSTA	Subsidiary Body for Scientific and Technological Advice of the COP
SD	Sustainable Development
SFR	Swiss Franc
SPM	Summary for Policymakers
SR	Special Report of the IPCC
TAR	Third Assessment Report
TBD	To Be Determined
TF	Task Force of the IPCC
TFB	Bureau of the TFI
TFI	Task Force for NGGIP
TG CIA	Task Group on Climate Scenarios for Impact Assessments of the IPCC
TOC	Table of Contents
TOR	Terms of Reference
TP	Technical Paper of the IPCC
TS	Technical Summary
UN	United Nations Organization
UNEP	United Nations Environment Programme
UNFCCC	UN Framework Convention on Climate Change
WG	Working Group of the IPCC
WMO	World Meteorological Organization.

2. The IPCC core activities are:

- Meetings of the governing bodies (the Panel, the Bureau)
- Co-ordination meetings between the Officers of the IPCC and the Officers of the UNFCCC
- Support for the developing country co-chairs
- IPCC website (part of Outreach)
- Secretariat.

3. Other activities would depend on the specific work programme (programme activities). These would include Workshops, Expert Meetings, Meetings of Lead Authors/Review Editors, Meetings of the Bureau of a WG/TF, Meetings of WGs/TFs, Translation and Publication of reports or parts of reports (e.g., SPM), Outreach (other than the website).

4. This document contains

- a proposal for revisions to the 2002 budget;
- the proposed budget for 2003;
- the forecast and indicative budgets for 2004 and 2005 respectively.

Unit cost information is provided to enable completion of the budgets once the specifics of the work programme are known.

5. The currency for the IPCC budget and accounting is the Swiss Franc (SFR). Thus, unless otherwise specified, all amounts in this document are in SFR. According to the IPCC Financial Procedures, the budget is to be formulated as proposed for the year 2003, forecast for the year 2004 and indicative for the year 2005. The budgets are to be circulated to Governments 60 days prior to an IPCC session where their approval is sought.

6. The IPCC Trust Fund is administered by the Secretary-General of the World Meteorological Organization (WMO), in accordance with the WMO Financial Regulations, under mutual agreement between the two sponsoring agencies, namely, the United Nations Environment Programme (UNEP) and the WMO. The WMO accounting period is the biennium and this also applies to the IPCC Trust Fund. The current biennium started on 1 January 2002 and will end on 31 December 2003.

7. The WMO accounts, and hence the IPCC Trust Fund accounts, are audited at the end of each biennium, usually in April of the following year.

#### ASSUMPTIONS ON THE WORK PROGRAMME FOR 2003-2005

8. The budget proposals for 2003 – 2005 require, for completion, decisions by the Panel on

- the timing of the Fourth Assessment;
- preparation of Special Report/Technical Paper on Geological Carbon Storage Technologies;
- preparation of possible Special Reports/Technical Papers on Climate Change and Water, Climate Change and Sustainable Development, Levels of the Greenhouse Gases in the Atmosphere and Dangerous Anthropogenic Interference with the Climate System;
- organization of the Task Force on National Greenhouse Gas Inventories;
- future Communication Strategy.

Some of the decisions would also impact the 2002 budget, requiring further revisions to that budget.

9. It is assumed in this document that the Fourth Assessment Report would be completed in 2007 and that the pattern of work would be similar to that in the Third Assessment, in the following sequence:

- scoping of the Fourth Assessment;
- request to governments/organizations for nomination of experts for consideration as Co-ordinating Lead/Lead/Contributing Authors, Review Editors and reviewers of 4-R;
- meetings of the Bureaux of the Working Groups for selection of Co-ordinating Lead/Lead/Contributing Authors, Review Editors;
- the list of Co-ordinating Lead/Lead/Contributing Authors, Review Editors approved by the respective Working Groups and reviewed by the IPCC;
- Authors' drafting meetings;
- first (experts) review;
- second (governments' technical and experts) review;
- final government distribution of the draft Fourth Assessment Report;
- acceptance/approval at plenary sessions of the Working Groups;
- acceptance by the IPCC of the Working Group reports;
- preparation of the Synthesis Report;
- Synthesis Report review;
- adoption/approval of the Synthesis Report.

The duration of this sequence is about 3 years.

10. It is also assumed in this document that the core activities would recur.

11. The budget proposal for the NGGIP is made part of this document as requested at the Eighteenth Session in condensed form as tables 3 and 4 and, in full as submitted by the Co-Chairs/TFI, in appendix 4. Tables 3 and 4 have been adjusted from table 4 of appendix 4 by incorporating the required IPCC sessions in the core activities.

#### UNIT COSTS

12. The following unit costs are assumed:

a. Travel cost: The average travel cost is assumed at 5740 *per journey*, the same as for 2002. This cost includes air ticket, visa-related expenses, taxi expenses and per diem. The UN fixes the last two.

b. Meeting costs:

i. The meeting cost for sessions of the IPCC and of its Bureau and Working Groups is assumed at 52,000 *per day*, the same as in 2002. This cost includes: interpretation in the official UN languages; rental of the venue and audio-visual equipment; hiring of temporary staff; hiring of equipment for photocopying and for voice, fax and e-mail communication; hiring of equipment for word-processing and printing; mailing; hospitality.

ii. The cost for Expert Meetings is assumed at 90,000 *per meeting*, the same as in 2000.

c. Technical Paper:

The cost of a Technical Paper is based on:

(a) the number of LAs/REs from DC/EIT;

(b) one drafting meeting for LAs;

(c) two revision meetings for LAs/ REs;

(d) one meeting of the Bureau for finalizing TP (some Authors to attend);

(e) translation into Arabic, Chinese, French, Russian and Spanish; and publication in Arabic, Chinese, English, French, Russian and Spanish;

(f) other costs such as mailing etc. at 10% of the travel costs.

d. Special Report:

The cost of a Special Report is based on:

(a) the number of LAs/REs from DC/EIT;

(b) four drafting meetings (one for writing assignments, one for finalizing draft for expert review, one for revision following expert review where the REs would be present, one for revision after government review where the REs would be present; some LAs/REs would attend the WG or IPCC session, as the case may be, during approval/acceptance);

(c) one session of a WG or of IPCC for approval/acceptance;

(d) translation of the SPM into Arabic, Chinese, French, Russian and Spanish and publication;

(e) purchase of the SR, commercially published in English;

(f) other costs such as mailing etc. at 10% of the travel costs.

13. The balance in the Trust Fund as of 14 February 2002 was 3,867,143 (see appendix 2). The contributions in 2001 are listed in appendix 3, amounting to 5,661,638 from 17 countries and 2 institutions. There have been no receipts in 2002 as of 14 February 2002.

PROPOSAL FOR REVISIONS TO THE 2002 BUDGET

14. The decision on the work programme and budget for 2002-2005 taken at the Eighteenth Session is attached in appendix 1 for information. It may be seen in that decision that a number of items were flagged for possible further consideration depending on the outcome of COP-7 (see Table 2 bis in appendix 1) and Bureau decisions. These are taken into account in the proposed revision.

15. The proposed revisions are as follows:

- a. National Greenhouse Gas Inventories revised to 1,037,200 from 756,000.
- b. A follow-up experts meeting on forestry-related definitions to be held jointly by the IPCC and FAO in Rome in August 2002 at a cost to IPCC of 57,400 (10 DC/EIT experts to be supported for travel).
- c. A possible TP/SR on Geological Carbon Storage Technologies costed at 426,280 (see footnote 9 to table B).

16. The summary of the proposed revised 2002 budget is given in table 1 and its details in Table 2.

**TABLE 1**

**Proposed Revised Budget for 2002: Summary**

<b>Activity</b>	<b>Object of Expenditure</b>	<b>Amount (SFR)</b>
<b>Core</b>	IPCC Governing Bodies * IPCC Session (one) * Bureau Session (three)	1,277,000
	Joint Working Group Meetings (one)	45,000
	Support to Developing Country Co-Chairs (4 x 50,000)	200,000
	Outreach * IPCC website & other	250,000
	Secretariat	650,000
	<b>SUB-TOTAL</b>	<b>2,422,000</b>
	<b>Programme</b>	National Greenhouse Gas Inventories (see table 3; table 4 in appendix 4)
Technical Paper on Climate Change & Biological Diversity		375,768
FAO/IPCC Joint Expert Group Meeting (January 2002)		40,180
FAO/IPCC Joint Expert Group Meeting (follow-up; August 2002): 10 journeys		<b>57,400</b>
TGCIA Grant Expert Group Meetings (2)		87,890
Workshop on Extreme Events		252,260
TP or SR on Geological Carbon Storage Technologies (see footnote 9 in table B for explanation)		<b>426,280</b>
<b>SUB-TOTAL</b>		<del>2,276,978</del> 2,436,978
<b>TOTAL</b>	<del>4,698,978</del> 4,858,978	

TABLE 2

**Proposed Revised Budget for 2002: Details**  
(funds pending IPCC approval in bold)

Activity	Purpose	DC/EIT support	Other expenditure	SUB-TOTAL	TOTAL
IPCC-XIX April 2002 3 days Geneva, 17-20 (a.m.) Apr 2002	* Elect Chairman, Rest of the Bureau * Work programme & budget for 2003 * Other	746,200 (130 DC/EIT incl. outgoing Bureau and incoming Bureau)	156,000	902,200	
Bureau-25 2 days Geneva 15-16 Apr 2002	Outgoing Bureau: Finalize TP on Climate Change and Biological Diversity	17,220 (3 journeys for REs)	104,000	121,220	
Bureau-26 0.5 day Geneva 17 (p.m.) Apr 2002	Bureau: Incoming  Various	0 (see first row)	52,000	52,000	
Bureau-27 2 days <i>Place TBD/ Dec. 2002?</i>	Various	97,580 (17 Bur., assuming same composition as current)	104,000	201,580	
JWG Meetings	Co-ordinate between IPCC and UNFCCC	42,600	2,400 (IPCC Secretariat)	45,000	
Outreach	* TERI website (core)  * Other: Information on TAR findings; <b>Brochure;</b> Posters; Kits Additional tasks * communication expert at IPCC secr <sup>1</sup>		45,000  55,000  150,000	250,000	
Support to Developing Country Co-Chairs			200,000 (3 WG and 1 TF at 50,000 each)	200,000	
Secretariat <sup>2</sup>				650,000	
<b>SUB-TOTAL</b>					2,422,000
National GHG Inventories Programme (see table 3; table 4 in appendix 4)	On-going			<del>1,037,200</del> <b>1,197,200</b>	
Technical Paper on Climate Change and Biological Diversity	LA/RE Mtgs.  Translation & Publication	68,880 (12 journeys)	6,888 <sup>3</sup>  300,000 <sup>4</sup>	375,768	

<sup>1</sup> Pending consideration by IPCC Bureau.

<sup>2</sup> Taken from IPCC-XVI/Doc. 4, Rev. 1 approved at IPCC-XVI (Montreal, 1-8 May 2000).

<sup>3</sup> See para 12 c (f).

<sup>4</sup> For translating a 50-page document into Arabic, Chinese, French, Russian and Spanish, proof-reading, editing, lay-out, cover design and publication in the 5 languages and English; 2500 copies in English, 1000 in French & Spanish, 500 in Arabic, Chinese and Russian.

FAO/IPCC Expert Mtg. Rome, 23-25 Jan 2002	Definitions, degradation/ devegetation, Biome-specific	40,180 (7 journeys)		40,180	
FAO/IPCC Expert Mtg. Rome, Aug 2002 <i>Dates TBD</i>	Definitions, degradation/ devegetation, Biome-specific	57,400 (10 journeys)		<b>57,400</b>	
TGCIA <sup>5</sup>			\$15,000	24,750	
TGCIA 2 Expert Group Meetings		57,400 (10 journeys)	5,740 (10%)	63,140	
Workshop on Extreme Events Isla de Margarita Venezuela 11-13 Jun 2002		229,600	22,960 (10%)	252,260	
TP/SR Geological Carbon Storage Technologies	LA/RE Mtgs.  Translation & Publication	114,800 (20 journeys; arbitrary)	11,480 <sup>6</sup> (10%)  300,000 <sup>7</sup>	<b>426,280<sup>8</sup></b>	
<b>SUB-TOTAL</b>					<del>2,276,978</del> 2,436,978
<b>TOTAL</b>					<del>4,698,978</del> 4,858,978
<b>Less carry over from 2001 (copied from the decision on 2002 budget of the Eighteenth Session)</b>					2,276,796
<b>Request from IPCC Trust Fund</b>					<del>2,422,182</del> 2,582,182

<sup>5</sup> For making the new GCM results, based on the SRES emission scenarios, better accessible to the impact community of WG II by applying pattern-scaling technique.

<sup>6</sup> See para 12 d (f).

<sup>7</sup> For translating a 50-page document into Arabic, Chinese, French, Russian and Spanish, proof-reading, editing, lay-out, cover design and publication in the 5 languages and English; 2500 copies in English, 1000 in French & Spanish, 500 in Arabic, Chinese and Russian.

<sup>8</sup> If the Panel decides to prepare a Special Report on the subject instead of a Technical Paper, the requested budget is unlikely to be exceeded in 2002; a revision to the 2003 budget may, however, be needed.

**Table 3. IPCC NGGIP proposed activities for 2002 (Proposed revision, where relevant, of 2002 budget adopted at IPCC XVIII indicated in column 2)**

Activity	Initial budget adopted at IPCC XVIII (CHF) <sup>1</sup>	Revised budget (CHF)
<b>1. Methods Assessment <sup>2</sup></b>	<b>630,000</b>	<b>1,085,000</b>
1.1 Land Use, Land Use Change and Forestry		
• Support for participants from DC/EIT countries <sup>3</sup>	430,000	905,000
Task 1 (Good practice guidance for LULUCF) Three meetings		(705,000)
Task 2 (Definitions for direct human induced 'degradation' and 'devegetation' and methodological option to inventory) Two small-scale meetings		(100,000)
Task 3 (Factoring out direct human-induced changes from changes due to indirect human-induced and natural effects) One full-scale meeting		(100,000)
1.2 Database on Emission Factors <sup>4</sup>		
• Support for participants from DC/EIT countries	50,000	50,000
• Development activities	100,000	100,000
1.3 Methods Assessment within the Framework of the 1996 Guidelines including the Good Practice Guidance, and Revision of the Guidelines <sup>5</sup>	50,000	30,000
• Support for participants from DC/EIT countries		
1.4 Provision of Scientific and Technological Responses to Possible Request from SBSTA	0	0
• Support for participants from DC/EIT countries <sup>6</sup>		
<b>2. Publication, Translation, Dissemination and Training</b>	<b>0</b>	<b>78,000</b>
2.1 Translation <sup>7</sup>		
2.2 Visiting Scientist at TSU <sup>8</sup>	0	0
2.3 Development of Good Practice Guidance training kits for developing countries <sup>9</sup>		
2.4 Reproduction of the IPCC Guidelines and Good Practice Guidance (CD-ROMs) <sup>10</sup>		8,000
2.5 Publication of Supporting Material <sup>11</sup>		70,000
<b>3. Task Force Bureau</b>	<b>90,000</b>	<b>85,000</b>
3.1 Two TFB meetings <sup>12</sup>	90,000	85,000
• Support for members from DC/EIT countries		
3.2 Support for Developing Country Co-Chair <sup>13</sup>	0	0
<b>4. Miscellaneous</b>	<b>36,000</b>	<b>36,000</b>
4.1 Expert Meetings	36,000	36,000
• Support to developing countries in hosting expert meetings <sup>14</sup>		
4.2 Printing and shipping of draft report for review process and government consideration (LULUCF) <sup>15</sup>		
<b>Total</b>	<b>756,000</b>	<b>1,284,000</b>
<b>Less IPCC Trust Funds Carry over from previous years</b>		<b>86,800</b>
<b>Fund to be requested to WMO/UNEP/IPCC Trust Fund</b>	<b>756,000</b>	<b>1,197,200</b>

1. The figures in this column were adopted by the IPCC XVIII Plenary in Wembley, September 2001.

2. Generally, 5,740 CHF per head is allocated for the budget estimate of the support for participants from developing countries and countries with economies in transition (DC/EIT countries) for expert meetings.

3. The IPCC XVIII, provisionally adopted the work plan and budget for three tasks on LULUCF Project. The revised budget for 2002 includes three meetings for Task 1 and two meetings for Task 2. A meeting for Task 1 is costed at 235,000 CHF which is estimated on the basis that 41 authors from developing countries and



countries with economies in transition are invited to each Task 1 meeting. Previously, 20,000 CHF was allocated to a meeting of Task 2 to be held back to back with other meetings whose expertises required are compatible with each other. This is revised to 50,000 CHF (for 9 experts invited from developing countries and countries with economies in transition) since TFB7 identified that the experts participating in those meetings will not necessarily be the same. In the light of the decision at COP7 on Task 3, one meeting is planned pending decision at the IPCCXIX. Cost estimated for a meeting of Task 3 is 100,000 CHF for 17 experts invited from developing countries and countries with economies in transition.

4. Costs for one small-scale meeting (50,000 CHF) and development costs (100,000 CHF) are allocated for the year 2002.
5. TFB is planning to hold a consultation meeting with invited experts to assess feedback on good practice guidance and to consider work plan in 2002. Generally, 5,740 CHF per head is allocated for the budget estimate of the support for participants from DC/EIT countries. For this extended TFB meeting, five external experts will be invited from DC/EIT.
6. In the light of absence of any current active request from SBSTA, zero budget is allocated for 2002
7. Full translation of inventory documents at a professional rate would be very expensive; countries are encouraged to provide in-kind or financial support for this activity.
8. Japan will undertake support within available resources of the Japanese Special Fund and other available resources to fund a visiting scientist at the TSU.
9. In-kind contribution will be provided for this activity with funding if necessary.
10. This item is to respond to continuous requests for IPCC Guidelines and Good Practice Guidance. The figure is revised to make a smaller volume of CD-ROMs than previously estimated to avoid holding a stock of out-dated edition. A new edition of CD-ROMs for the LULUCF is envisaged in 2003, in which Good Practice Guidance for LULUCF and all other existing publications of the NGGIP will be included.
11. This covers reproduction and mailing of the Background Papers for the IPCC Good Practice Expert Meetings and other meeting reports, originally planned for 2001. (See Table 2, item 2.5)
12. The figure reflects two meetings of the Task Force Bureau on Inventory in the year 2002. The TFB meeting in March is costed at 35,000 CHF. The cost of the TFB meeting held after IPCC XIX is estimated as 50,000 CHF in accordance with the decision taken by the Panel at the 18<sup>th</sup> Session on the membership of the TFB after IPCC XIX; (two co-chairs, one from a developing, and one from a developed country, with twelve additional members, 2 each from six IPCC/WMO regions.)
13. The IPCC XVIII adopted 50,000 CHF for this item to harmonise with other WGs. This item is now included in the other expenditure of the IPCC budget
14. An average cost per meeting of 12,000 CHF, and 3 meetings in developing countries or in countries with economies in transition are assumed in 2002.
15. IPCC and WMO will take care of shipping draft reports for Government/Experts reviews and Government considerations for countries whose IPCC contacts are permanent representatives situated in Geneva.

**Table 4. IPCC NGGIP proposed activities from 2003 to 2005 (Proposed budget for 2003, forecast budget for 2004, and indicative budget for 2005)**

Activity	Budget (CHF) <sup>1,2</sup>		
	2003	2004	2005
<b>1. Methods Assessment<sup>3</sup></b>	<del>570,000</del> <b>1,120,000</b>	<del>440,000</del> <b>440,000</b>	<b>340,000</b>
1.1 Land Use, Land-Use Change and Forestry	<del>270,000</del>	<del>50,000</del>	0
• Support for participants from DC/EIT countries <sup>4,5</sup>	870,000	100,000	
Task 1 (Good practice guidance for LULUCF) Two meetings in 2003	(470,000)		
Task 2 (Definitions for direct human induced 'degradation' and 'devegetation' and methodological option to inventory) Two small-scale meetings in 2003	(100,000)		
Task 3 (Factoring out direct human-induced changes from changes due to indirect human-induced and natural effects) Three full-scale meetings in 2003 One full-scale meeting in 2004	(300,000)	(100,000)	
1.2 Database on Emission Factors <sup>6</sup>			
• Support for participants from DC/EIT countries	100,000	100,000	100,000
• Dissemination and maintenance	60,000	60,000	60,000
1.3 Methods Assessment within the Framework of the 1996 Guidelines including the Good Practice Guidance, and Revision of the Guidelines	90,000	180,000	180,000
• Support for participants from DC/EIT countries <sup>7</sup>			
1.4 Provision of Scientific and Technological Responses to Possible Request from SBSTA	0	0	0
• Support for participants from DC/EIT countries <sup>8</sup>			
<b>2. Publication, Translation, Dissemination and Training</b>	<del>360,000</del> <b>250,000</b>	<del>200,000</del> <b>210,000</b>	<b>750,000</b>
2.1 Publication of the report on LULUCF <sup>9</sup>			
Task 1 in 2003	175,000		
Task 2 in 2003	75,000		
Task 3 in 2004		150,000	
2.2 Publication of the Revised IPCC Guidelines in 2005/6			750,000
2.3 Reproduction of NGGIP publications/CDROMs <sup>10</sup>	0	0	0
2.4 Translation <sup>11</sup>			
2.5 Development of Good Practice Guidance training kits for developing countries <sup>12</sup>		60,000	
<b>3. Task Force Bureau</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
3.1 Two TFB meetings <sup>13</sup> per year			
• Support for members from DC/EIT countries	100,000	100,000	100,000
3.2 Support for Developing Country Co-Chair <sup>14</sup>	0	0	0
<b>4. Miscellaneous</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>
4.1 Expert Meetings			
• Support to developing countries in hosting expert meetings <sup>15</sup>	36,000	36,000	36,000
4.2 Printing and shipping of draft report for review process and government consideration (LULUCF) <sup>16</sup>			
<b>Total (Fund to be requested to WMO/UNEP/IPCC Trust Fund)</b>	<del>1,056,000</del> <b>1,506,000</b>	<b>786,000</b>	<b>1,226,000</b>
<b>5. TFI/IPCC Plenary<sup>17</sup></b>	<b>1,017,000</b>	<b>1,017,000</b>	<b>1,017,000</b>

<del>• Support for participants</del>	<del>861,000</del>	<del>861,000</del>	<del>861,000</del>
<del>• Interpretation etc.</del>	<del>156,000</del>	<del>156,000</del>	<del>156,000</del>
<b>Total (Fund to be requested to WMO/UNEP/IPCC Trust Fund) after adding item 5</b>	<b>2,523,000</b>	<b>1,803,000</b>	<b>2,243,000</b>

1. This table and subsequent sections of this document contain tentative budget proposals and activity plans for information of the IPCC Bureau XXV, in particular due to the pending decision at the IPCC XIX related to LULUCF Work Plan. They will be forwarded to the IPCC Bureau for its advice, and discussion at the IPCC XIX, planned to be held on 17-20 April 2002, in the light of the decision by the Panel on the work plan of the NGGIP.
2. Figures with double strikethroughs were taken note by the IPCC XVIII.
3. Generally, 5,740 CHF per head is allocated for the budget estimate of the support for participants from DC/EIT countries for expert meetings. A meeting for Task 1 of LULUCF is costed at 235,000 CHF, that is estimated on the basis that 41 authors will be invited from developing countries and countries with economies in transition. Previously, 20,000 CHF was allocated to a meeting of Task 2 to be held back to back with other meetings whose expertises required are compatible with each other. This is revised to 50,000 CHF (for 9 experts invited from developing countries and countries with economies in transition ) since TFB 7 identified that the experts participating in those meetings will not necessarily be the same.
4. Two meetings for Task 1 and two meetings for Task 2, to be held back to back Task 1 meetings , are planned in 2003.
5. Four meetings are envisaged for Task 3 in 2003 and 2004, pending further decision taken by the IPCC XIX and the IPCC XX. Cost estimated for a meeting of Task 3 is 100,000 CHF for 17 experts invited from developing countries and countries with economies in transition.
6. Costs for two small-scale meetings and costs for dissemination and maintenance including data input (60,000 CHF) are allocated for annually.
7. One full-scale meeting in 2003, two full-scale meetings in 2004, two full-scale meetings in 2005 are envisaged.
8. In the light of absence of any current active request from SBSTA, zero budget is allocated.
9. A report on Good Practice Guidance and Uncertainty Management for the LULUCF will be published in 2003. Cost estimated for initial publication of this report is 175,000 CHF. A report to address the issues raised in paragraph 3(c) on page 2 of FCCC/CP/2001/L.11/Rev.1 will also be published in 2003. 75,000 CHF is allocated for this report of Task 2. Work plan on a report to address the issues raised in paragraph 3(d) on page 3 of FCCC/CP/2001/L.11/Rev.1 is pending future decision by the Panel.
10. This item will be covered by the publication costs of the LULUCF reports, in 2003 and 2004, and Revised IPCC Guidelines which is planned in 2005. A new edition of CD-ROM for the LULUCF is envisaged in 2003 and 2004, and for Revised IPCC Guidelines in 2005. All other existing publications of the NGGIP will be included in newly published editions, so that there will be no reproductions of former editions.
11. Full translation of inventory documents at a professional rate would be very expensive; countries are encouraged to provide in-kind or financial support for this activity.
12. It is tentatively planned to develop Good Practice Guidance training kits on LULUCF.
13. This item reflects meetings of the TFB in accordance with the decision by the Panel at the 19<sup>th</sup> Session on the membership of the TFB. The cost of the TFB meeting is estimated as 50,000 CHF
14. This item is now included in the other expenditure of the IPCC budget.
15. An average cost per meeting of 12,000 CHF, and 3 meetings in developing countries or in countries with economies in transition are assumed every year.
16. IPCC and WMO will take care of shipping draft reports for Government/Experts reviews and Government consideration for countries whose IPCC contacts are permanent representatives situated in Geneva.
17. This item will be required in case an additional TFI/IPCC Plenary has to be held to adopt/accept the LULUCF report in 2003. (See Section 1.1 of this document). 120 participants from DC/EIT countries and 30 others (Bureau members, Lead Authors, Review Editors etc.) are anticipated and 5,740 CHF per person is assumed (861,000 CHF). Three-day session with an average cost per day of 52,000 CHF is assumed (156,000 CHF). The procedure to adopt/endorse/accept reports of the NGGIP will be decided at the IPCC XIX. The same item for 2004 depending on the work plan in accordance with the decision by the IPCC XIX. The same item would be necessary for the *Revised 2005 IPCC Guidelines for National Greenhouse Gas Inventories* for 2005.

PROPOSED BUDGET FOR THE YEAR 2003

17. The main activities assumed in 2003 are:

- completion of the Report on Good Practice Guidance in LULUCF;
- completion of TP or continuation of the preparation of SR on Geological Carbon Storage Technologies;
- agreement on 4-R outline (scope);
- outreach.

18. The summary of the proposed budget for 2003 is given in table A and the details in table B.

**TABLE A**

**Proposed Budget for 2003: Summary**

<b>Activity</b>	<b>Object of Expenditure</b>	<b>Amount (SFR)</b>
<b>Core</b>	IPCC Governing Bodies * IPCC Session (two) * Bureau Session (two)	1,988,760
	Joint Working Group Meetings (one)	45,000
	Outreach * IPCC website	45,000
	Support to Developing Country Co-Chairs (4 x 50,000)	200,000
	Secretariat	700,000
	<b>SUB-TOTAL</b>	<b>2,978,760</b>
	<b>Programme</b>	National Greenhouse Gas Inventories (see table 3; table 4 in appendix 4)
Scoping Mtg. (one) & WG Sessions (three)		1,682,840
Outreach *Other than the website		TBD
TP or SR on Geological Carbon Storage Technologies		TBD
Other		TBD
<b>SUB-TOTAL</b>		<del>[3,039,340]</del> [3,189,340]
<b>TOTAL</b>		<del>[6,018,100]</del> [6,168,100]

**TABLE B**

**Proposed Budget for 2003: Details**

<b>Activity</b>	<b>Purpose</b>	<b>DC/EIT support</b>	<b>Other expenditure</b>	<b>SUB-TOTAL</b>	<b>TOTAL</b>
IPCC XX 2 days <i>Place/Date TBD</i>	* Decide 4-R outline * Work programme & budget for 2004 * Other	688,800 (120 incl. Bureau)	104,000	792,800	
IPCC XXI 2 days <i>Place/Date TBD</i>	* Agree on Good Practice Report * Other	688,800 (120 incl. Bureau)	104,000	792,800	
Bureau-28 2 days <i>Place/Date TBD</i>	Various	97,580 (17 journeys)	104,000	201,580	
Bureau-29 2 days <i>Place/Date TBD</i>	Various	97,580 (17 journeys)	104,000	201,580	
JWG Meetings (same cost assumed as in 2001)	Co-ordinate between IPCC and UNFCCC	42,600	2,400 (IPCC Secretariat)	45,000	
Outreach <sup>9</sup>	* TERI website (core) * Other		45,000  TBD	TBD	
Support to Developing Country Co-Chairs (same cost assumed as in 2001)			200,000	200,000	
Secretariat <sup>10</sup>				700,000	
<b>SUB-TOTAL</b>					<b>[2,978,760]</b>
National GHG Inventories Programme (see table 4; table 4 in appendix 4)	On-going			<del>1,356,500</del> 1,506,000	
TP or SR on Geological Carbon Storage Technologies <sup>11</sup>		TBD	TBD	TBD	
Scoping Meetings	Develop 4-R outline proposals	344,400 (60 journeys)	34,440 (10%)	378,840	
Sessions of the Working Groups: 3 days total as follows- Day 1 I & II Day 2 I & III Day 3 II & III Immediately before IPCC-XX	Approve scope of the WG contributions to 4-R	1,148,000 (200 journeys)	156,000	1,304,000	
Other TBD					
<b>SUB-TOTAL</b>					<del>[3,039,340]</del> <b>[3,189,340]</b>
<b>TOTAL</b>					<del>[6,018,100]</del> <b>[6,168,100]</b>

<sup>9</sup> Taken from IPCC-XVI/Doc. 4, Rev. 1 approved at IPCC-XVI (Montreal, 1-8 May 2000).

<sup>10</sup> Taken from IPCC-XVI/Doc. 4, Rev. 1 approved at IPCC-XVI (Montreal, 1-8 May 2000).

<sup>11</sup> TBD: see para 8.

TABLE C

Needed Contributions Anticipated for 2003 as of 14 February 2002

Description	Amount
Proposed Budget for 2003	6,018,100 [6,168,100]
Balance in the Trust Fund as of 14 Feb 2002	3,867,143
Needed Contributions in 2003 as of 14 Feb 2002	2,150,957 [2,300,957]

FORECAST BUDGET FOR 2004

19. The activities assumed for 2004 are:

- action on practicable methodologies to factor out direct human-induced changes from indirect human-induced and natural changes and effects due to past practices (LULUCF-related);
- meetings of Authors for 4-R;
- outreach.

20. The proposed forecast budget for 2004 is given in table D.

TABLE D

Forecast Budget for 2004

Activity	Purpose	DC/EIT support	Other expenditure	SUB-TOTAL	TOTAL
IPCC XXII 3 days <i>Place/Date TBD</i>	* Accept SR (if any) on Geological Carbon Storage Technologies * Work programme & budget for 2005 * Other	688,800 (120 incl. Bureau)	156,000	844,800	
IPCC XXIII 2 days <i>Place/Date TBD</i>	* Agree on factoring out direct human-induced changes (LULUCF – related) * Other	688,800 (120 incl. Bureau)	104,000	792,800	
Bureau-30 2 days <i>Place/Date TBD</i>	Various	97,580 (17 journeys)	104,000	201,580	
Bureau-31 2 days <i>Place/Date TBD</i>	Various	97,580 (17 journeys)	104,000	201,580	
JWG Meetings (same cost assumed as in 2001)	Co-ordinate between IPCC and UNFCCC	42,600	2,400 (IPCC Secretariat)	45,000	
Outreach <sup>12</sup>	* TERI website (core) * Other		45,000  TBD	TBD	

<sup>12</sup> Taken from IPCC-XVI/Doc. 4, Rev. 1 approved at IPCC-XVI (Montreal, 1-8 May 2000).

Support to Developing Country Co-Chairs (same cost assumed as in 2001)		200,000	<del>200,000</del>	200,000	
Secretariat <sup>13</sup>				700,000	
<b>SUB-TOTAL</b>					[3,030,760]
National GHG Inventories Programme (see table 4; table 4 in appendix 4)	On-going		<del>766,000</del>	<del>766,000</del> 786,000	
Meetings of Lead Authors & Chapter Meetings	Draft chapters	1,435,000 (250 journeys)	143,500 (10%)	1,578,500	
<b>SUB-TOTAL</b>					<del>[2,344,500]</del> [2,364,500]
<b>TOTAL</b>					<del>[5,375,260]</del> [5,395,260]

#### INDICATIVE BUDGET FOR 2005

21. The activities assumed for 2005 are

- post-1996 revision to the IPCC Guidelines for National Greenhouse Gas inventories;
- meetings of Authors/REs for 4-R;
- outreach.

22. The proposed indicative budget for 2005 is given in table E.

**TABLE E**

**Indicative Budget for 2005**

Activity	Purpose	DC/EIT support	Other expenditure	SUB-TOTAL	TOTAL
IPCC XXIV 4 days <i>Place/Date TBD</i>	* Agree on post-1996 revisions to the IPCC Guidelines * Work programme & budget for 2005 * Other	688,800 (120 incl. Bureau)	208,000	896,800	
Bureau-31 2 days <i>Place/Date TBD</i>	Various	97,580 (17 journeys)	104,000	201,580	
Bureau-32 2 days <i>Place/Date TBD</i>	Various	97,580 (17 journeys)	104,000	201,580	
JWG Meetings (same cost assumed as in 2001)	Co-ordinate between IPCC and UNFCCC	42,600	2,400 (IPCC Secretariat)	45,000	

<sup>13</sup> Taken from IPCC-XVI/Doc. 4, Rev. 1 approved at IPCC-XVI (Montreal, 1-8 May 2000).

Outreach <sup>14</sup>	* TERI website (core) * Other		50,000	TBD	
			TBD		
Support to Developing Country Co-Chairs (same cost assumed as in 2001)		200,000	<del>200,000</del>	200,000	
Secretariat <sup>15</sup>				700,000	
<b>SUB-TOTAL</b>					[2,294,960]
National GHG Inventories Programme (see table 4; table 4 in appendix 4)	On-going		<del>1,216,000</del>	<del>1,216,000</del> 1,226,000	
Meetings of Lead Authors & Chapter Meetings	Draft chapters	1,435,000 (250 journeys)	143,500 (10%)	1,578,500	
<b>SUB-TOTAL</b>					<del>[2,794,500]</del> [2,804,500]
<b>TOTAL</b>					<del>[5,089,460]</del> [5,099,460]

#### CONTRIBUTIONS IN KIND

23. Substantial contributions in kind are received from governments, organizations and individuals. Some contributions are quasi-permanent in nature, which amount in monetary terms, in a conservative estimate, to 5,000,000. These are:

a. establishment and maintenance of the IPCC Secretariat by the World Meteorological Organization (WMO) and the United Nations Environment Programme (UNEP). WMO provides the person-year cost of the Secretary of the IPCC, houses the Secretariat and makes annual cash contributions of 183,800 to the Trust Fund. UNEP bears the person-year cost of the Deputy Secretary, makes annual cash contributions of \$ 110,000 to the Trust Fund and provides the server for the IPCC website;

b. through at least 14 February 2002, establishment and maintenance of the three Technical Support Units for Working Groups I, II and III by the Governments of the United Kingdom, the United States of America and the Netherlands respectively. This entails all personnel, housing, travel and associated costs;

c. establishment and maintenance of the Technical Support Unit for the Task Force on National Greenhouse Gas Inventories by the Government of Japan. This entails all personnel, housing, travel and associated costs;

d. updating and maintenance of the IPCC website by the Tata Energy Research Institute (TERI) in New Delhi; this arrangement is under contract with the IPCC Secretariat. There is a component of the cost, which is not compensated from external sources.

24. Other support in kind is often provided by various countries for chapter meetings of LAs/REs, meetings of LAs/REs, Expert Meetings, Meetings under the IPCC National Greenhouse Inventories Programme, and Sessions of the IPCC and of its Working Groups.

25. The Panel may wish to acknowledge all support in kind and all support in cash.

<sup>14</sup> Taken from IPCC-XVI/Doc. 4, Rev. 1 approved at IPCC-XVI (Montreal, 1-8 May 2000).

<sup>15</sup> Taken from IPCC-XVI/Doc. 4, Rev. 1 approved at IPCC-XVI (Montreal, 1-8 May 2000).





WMO

# INTERGOVERNMENTAL PANEL ON CLIMATE CHANGE

NATIONAL GREENHOUSE GAS INVENTORIES PROGRAMME



UNEP

## APPENDIX 4, Rev. 1

### FINANCIAL STATUS 2001

Summary of the financial status for the year 2001 is given in Table 1. The revision to the Budget for the year 2001 was proposed and adopted at the IPCC XVIII, September 2001, Wembley.

The budget for the year 2001 has 86,800 CHF remaining to be carried over to 2002 as indicated in Table 1 below. The actual expenditures on the different items in the work programme are shown in Table 2 together with the budget agreed at IPCC XVIII in Wembley.

**Table 1. Summary of year 2001 financial status (in CHF)**

Carryover from 2000 (a)	<b>343,500</b>
IPCC Trust Fund budget 2001 (b)	<b>51,500</b>
Total available for 2001 (c) = (a)+(b)	<b>395,000</b>
Total Expenditure (d)	<b>308,200</b>
Total Remaining IPCC Trust Funds for carry over into 2002 (e) = (c) - (d)	<b>86,800</b>

### In-Kind contributions:

Meeting on Establishment of a Database on Greenhouse Gas Emission Factors, Paris, France, 2 – 4 July 2001. Hosted by the International Energy Agency.

**Table 2. Report of expenditures in year 2001 (in CHF)**

Activity	Revised budget accepted at IPCC XVIII (CHF) <sup>1</sup>	Actual Expenditures (CHF)
<b>1. Methods Assessment<sup>2</sup></b>	<b>140,000</b>	<b>135,000</b>
1.1 Land-Use Change and Forestry • Support for participants from DC/EIT countries <sup>3</sup>	50,000	50,000
1.2 Database on Emission Factors • Support for participants from DC/EIT countries <sup>4</sup> • Development activities <sup>5</sup>	50,000 40,000	50,000 35,000
1.3 Methods Assessment within the Framework of the 1996 Guidelines including the Good Practice Guidance, and Revision of the Guidelines • Support for participants from DC/EIT countries <sup>6</sup>	0	0
1.4 Provision of Scientific and Technological Responses to Possible Request from SBSTA • Support for participants from DC/EIT countries <sup>7</sup>	0	0
<b>2. Publication, Translation, Dissemination and Training</b>	<b>95,000</b>	<b>1,200</b>
2.1 Translation <sup>8</sup>	0	0
2.2 Visiting Scientist at TSU <sup>9</sup>	0	0
2.3 Collaboration with other organisations on <i>Good Practice Guidance</i> in developing countries <sup>10</sup>		
2.4 Reproduction of the <i>IPCC Guidelines and Good Practice Guidance</i> (CD-ROMs)	25,000	1,200
2.5 Publication of Supporting Material <sup>11</sup>	70,000	0
<b>3. Task Force Bureau</b>	<b>160,000</b>	<b>172,000</b>
3.1 TFB meetings • Support for members from DC/EIT countries <sup>12</sup> • Support for experts from DC/EIT countries <sup>13</sup>	105,000 23,000	105,000 29,000
3.2 Support for Developing Country Co-Chair <sup>14</sup>	20,000	20,000
3.3 Informal consultations meeting on LUCF <sup>15</sup>	12,000	18,000
<b>4. Miscellaneous</b>	<b>0</b>	<b>0</b>
4.1 Expert Meetings • Support to developing countries in hosting expert meetings	0	0
<b>Total</b>	<b>395,000</b>	<b>308,200</b>
<b>Less IPCC Trust Funds Carry over from previous years</b>	<b>343,500</b>	
<b>Total Request from WMO/UNEP/IPCC Trust Fund</b>	<b>51,500</b>	

1. The figures in this column were adopted by the IPCC XVIII Plenary in Wembley, September 2001.
2. A full-scale meeting is costed at 90,000 CHF, a small-scale meeting at 50,000 CHF.
3. One small-scale expert group planning meeting was held in Geneva, Switzerland, on 6-8 August 2001.
4. One small-scale expert meeting was held in Paris, France, on 2-4 July 2001.
5. 50% of the agreed amount (22,400.-EUR) has been paid to the contractor to produce a database, who is developing a prototype database based on the contract with the Institute for Global Environmental Strategies (IGES). The IPCC Trust Fund will reimburse to IGES following the approved NGGIP work plan and budget.
6. The TFB agreed at its 3<sup>d</sup> session in Sydney, March 2000, that the revision of the Guidelines would commence in late 2002 with a view to completion in 2005/6. In this context, it was envisaged that a small-scale meeting on good practice would be held to assess countries use of *Good Practice Guidance*. However,

it turned out premature and not feasible to convene this meeting in 2001 in view of the development of other important projects, in particular the LULUCF project.

7. In the light of absence of any current active request from SBSTA, zero budget was allocated for 2001.
8. Full translation of inventory documents at a professional rate would be very expensive; countries are encouraged to provide in-kind or financial support for this activity.
9. Japan will undertake support within available resources of the Japanese Special Fund and other available resources to fund a visiting scientist at the TSU.
10. The TFB agreed that the in-kind contribution would be provided for this item with funding if necessary, and it was so accepted at the IPCC XVII, Nairobi, 2001.
11. This includes the Background Papers for the IPCC Good Practice Expert Meetings and other meeting reports.
12. One TFB meeting is costed at 35,000 CHF. In 2001, three meetings were held (5<sup>th</sup> session in Geneva in March, and 6<sup>th</sup> session in Geneva in August, and 7<sup>th</sup> session in Geneva in December) .
13. To the 7<sup>th</sup> session of the TFB, several experts were invited by the TFB Co-Chairs in consultation with the TFB in order to assist the TFB in selecting full writing team and to assign responsibilities for the Good Practice Guidance in LUCF Sector. Among those, 5 experts were from DC/EIT countries.
14. Travel, telephone, on site secretarial support.
15. Informal consultations on LUCF were held in March 2001, in Geneva, back-to-back with TFB5. From DC/EIT countries, three external experts participated.

**Table 3. IPCC NGGIP proposed activities for 2002 (Proposed revision, where relevant, of 2002 budget adopted at IPCC XVIII indicated in column 2)**

Activity	Initial budget adopted at IPCC XVIII (CHF) <sup>1</sup>	Revised budget (CHF)
<b>1. Methods Assessment</b> <sup>2</sup>	<b>630,000</b>	<b>1,085,000</b>
1.1 Land Use, Land Use Change and Forestry		
• Support for participants from DC/EIT countries <sup>3</sup>	430,000	905,000
Task 1 (Good practice guidance for LULUCF) Three meetings		(705,000)
Task 2 (Definitions for direct human induced 'degradation' and 'devegetation' and methodological option to inventory) Two small-scale meetings		(100,000)
Task 3 (Factoring out direct human-induced changes from changes due to indirect human-induced and natural effects) One full-scale meeting		(100,000)
1.2 Database on Emission Factors <sup>4</sup>		
• Support for participants from DC/EIT countries	50,000	50,000
• Development activities	100,000	100,000
1.3 Methods Assessment within the Framework of the 1996 Guidelines including the Good Practice Guidance, and Revision of the Guidelines <sup>5</sup>	50,000	30,000
• Support for participants from DC/EIT countries		
1.4 Provision of Scientific and Technological Responses to Possible Request from SBSTA	0	0
• Support for participants from DC/EIT countries <sup>6</sup>		
<b>2. Publication, Translation, Dissemination and Training</b>	<b>0</b>	<b>78,000</b>
2.1 Translation <sup>7</sup>		
2.2 Visiting Scientist at TSU <sup>8</sup>	0	0
2.3 Development of Good Practice Guidance training kits for developing countries <sup>9</sup>		
2.4 Reproduction of the IPCC Guidelines and Good Practice Guidance (CD-ROMs) <sup>10</sup>		8,000
2.5 Publication of Supporting Material <sup>11</sup>		70,000
<b>3. Task Force Bureau</b>	<b>90,000</b>	<b>85,000</b>
3.1 Two TFB meetings <sup>12</sup>	90,000	85,000
• Support for members from DC/EIT countries		
3.2 Support for Developing Country Co-Chair <sup>13</sup>	0	0
<b>4. Miscellaneous</b>	<b>36,000</b>	<b>36,000</b>
4.1 Expert Meetings	36,000	36,000
• Support to developing countries in hosting expert meetings <sup>14</sup>		
4.2 Printing and shipping of draft report for review process and government consideration (LULUCF) <sup>15</sup>		
<b>Total</b>	<b>756,000</b>	<b>1,284,000</b>
<b>Less IPCC Trust Funds Carry over from previous years</b>		<b>86,800</b>
<b>Fund to be requested to WMO/UNEP/IPCC Trust Fund</b>	<b>756,000</b>	<b>1,197,200</b>

1. The figures in this column were adopted by the IPCC XVIII Plenary in Wembley, September 2001.

2. Generally, 5,740 CHF per head is allocated for the budget estimate of the support for participants from developing countries and countries with economies in transition (DC/EIT countries) for expert meetings.

3. The IPCC XVIII, provisionally adopted the work plan and budget for three tasks on LULUCF Project. The revised budget for 2002 includes three meetings for Task 1 and two meetings for Task 2. A meeting for Task 1 is costed at 235,000 CHF which is estimated on the basis that 41 authors from developing countries and countries with economies in transition are invited to each Task 1 meeting. Previously, 20,000 CHF was allocated to a meeting of Task 2 to be held back to back with other meetings whose expertises required are compatible with each other. This is revised to 50,000 CHF (for 9 experts invited from developing countries and countries with economies in transition) since TFB7 identified that the experts participating in those meetings will not necessarily be the same. In the light of the decision at COP7 on Task 3, one meeting is planned pending decision at the IPCCXIX. Cost estimated for a meeting of Task 3 is 100,000 CHF for 17 experts invited from developing countries and countries with economies in transition.
4. Costs for one small-scale meeting (50,000 CHF) and development costs (100,000 CHF) are allocated for the year 2002.
5. TFB is planning to hold a consultation meeting with invited experts to assess feedback on good practice guidance and to consider work plan in 2002. Generally, 5,740 CHF per head is allocated for the budget estimate of the support for participants from DC/EIT countries. For this extended TFB meeting, five external experts will be invited from DC/EIT.
6. In the light of absence of any current active request from SBSTA, zero budget is allocated for 2002
7. Full translation of inventory documents at a professional rate would be very expensive; countries are encouraged to provide in-kind or financial support for this activity.
8. Japan will undertake support within available resources of the Japanese Special Fund and other available resources to fund a visiting scientist at the TSU.
9. In-kind contribution will be provided for this activity with funding if necessary.
10. This item is to respond to continuous requests for IPCC Guidelines and Good Practice Guidance. The figure is revised to make a smaller volume of CD-ROMs than previously estimated to avoid holding a stock of out-dated edition. A new edition of CD-ROMs for the LULUCF is envisaged in 2003, in which Good Practice Guidance for LULUCF and all other existing publications of the NGGIP will be included.
11. This covers reproduction and mailing of the Background Papers for the IPCC Good Practice Expert Meetings and other meeting reports, originally planned for 2001. (See Table 2, item 2.5)
12. The figure reflects two meetings of the Task Force Bureau on Inventory in the year 2002. The TFB meeting in March is costed at 35,000 CHF. The cost of the TFB meeting held after IPCC XIX is estimated as 50,000 CHF in accordance with the decision taken by the Panel at the 18<sup>th</sup> Session on the membership of the TFB after IPCC XIX; (two co-chairs, one from a developing, and one from a developed country, with twelve additional members, 2 each from six IPCC/WMO regions.)
13. The IPCC XVIII adopted 50,000 CHF for this item to harmonise with other WGs. This item is now included in the other expenditure of the IPCC budget
14. An average cost per meeting of 12,000 CHF, and 3 meetings in developing countries or in countries with economies in transition are assumed in 2002.
15. IPCC and WMO will take care of shipping draft reports for Government/Experts reviews and Government considerations for countries whose IPCC contacts are permanent representatives situated in Geneva.

**Table 4. IPCC NGGIP proposed activities from 2003 to 2005 (Proposed budget for 2003, forecast budget for 2004, and indicative budget for 2005)**

Activity	Budget (CHF) <sup>1,2</sup>		
	2003	2004	2005
<b>1. Methods Assessment<sup>3</sup></b>	<del>570,000</del> <b>1,120,000</b>	<del>440,000</del> <b>440,000</b>	<b>340,000</b>
1.1 Land Use, Land-Use Change and Forestry	<del>270,000</del>	<del>50,000</del>	0
• Support for participants from DC/EIT countries <sup>4,5</sup>	870,000	100,000	
Task 1 (Good practice guidance for LULUCF) Two meetings in 2003	(470,000)		
Task 2 (Definitions for direct human induced 'degradation' and 'devegetation' and methodological option to inventory) Two small-scale meetings in 2003	(100,000)		
Task 3 (Factoring out direct human-induced changes from changes due to indirect human-induced and natural effects) Three full-scale meetings in 2003 One full-scale meeting in 2004	(300,000)	(100,000)	
1.2 Database on Emission Factors <sup>6</sup>			
• Support for participants from DC/EIT countries	100,000	100,000	100,000
• Dissemination and maintenance	60,000	60,000	60,000
1.3 Methods Assessment within the Framework of the 1996 Guidelines including the Good Practice Guidance, and Revision of the Guidelines	90,000	180,000	180,000
• Support for participants from DC/EIT countries <sup>7</sup>			
1.4 Provision of Scientific and Technological Responses to Possible Request from SBSTA	0	0	0
• Support for participants from DC/EIT countries <sup>8</sup>			
<b>2. Publication, Translation, Dissemination and Training</b>	<del>360,000</del> <b>250,000</b>	<del>200,000</del> <b>210,000</b>	<b>750,000</b>
2.1 Publication of the report on LULUCF <sup>9</sup>			
Task 1 in 2003	175,000		
Task 2 in 2003	75,000		
Task 3 in 2004		150,000	
2.2 Publication of the Revised IPCC Guidelines in 2005/6			750,000
2.3 Reproduction of NGGIP publications/CDROMs <sup>10</sup>	0	0	0
2.4 Translation <sup>11</sup>			
2.5 Development of Good Practice Guidance training kits for developing countries <sup>12</sup>		60,000	
<b>3. Task Force Bureau</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>
3.1 Two TFB meetings <sup>13</sup> per year			
• Support for members from DC/EIT countries	100,000	100,000	100,000
3.2 Support for Developing Country Co-Chair <sup>14</sup>	0	0	0
<b>4. Miscellaneous</b>	<b>36,000</b>	<b>36,000</b>	<b>36,000</b>
4.1 Expert Meetings			
• Support to developing countries in hosting expert meetings <sup>15</sup>	36,000	36,000	36,000
4.2 Printing and shipping of draft report for review process and government consideration (LULUCF) <sup>16</sup>			
<b>Total (Fund to be requested to WMO/UNEP/IPCC Trust Fund)</b>	<del>1,056,000</del> <b>1,506,000</b>	<b>786,000</b>	<b>1,226,000</b>

<b>5. TFI/IPCC Plenary <del>++</del></b>	<b>1,017,000</b>	<b>1,017,000</b>	<b>1,017,000</b>
<del>• Support for participants</del>	<del>861,000</del>	<del>861,000</del>	<del>861,000</del>
<del>• Interpretation etc.</del>	<del>156,000</del>	<del>156,000</del>	<del>156,000</del>
<b>Total (Fund to be requested to WMO/UNEP/IPCC Trust Fund) after adding item 5</b>	<b>2,523,000</b>	<b>1,803,000</b>	<b>2,243,000</b>

1. This table and subsequent sections of this document contain tentative budget proposals and activity plans for information of the IPCC Bureau XXV, in particular due to the pending decision at the IPCC XIX related to LULUCF Work Plan. They will be forwarded to the IPCC Bureau for its advice, and discussion at the IPCC XIX, planned to be held on 17-20 April 2002, in the light of the decision by the Panel on the work plan of the NGGIP.
2. Figures with double strikethroughs were taken note by the IPCC XVIII.
3. Generally, 5,740 CHF per head is allocated for the budget estimate of the support for participants from DC/EIT countries for expert meetings. A meeting for Task 1 of LULUCF is costed at 235,000 CHF, that is estimated on the basis that 41 authors will be invited from developing countries and countries with economies in transition. Previously, 20,000 CHF was allocated to a meeting of Task 2 to be held back to back with other meetings whose expertises required are compatible with each other. This is revised to 50,000 CHF (for 9 experts invited from developing countries and countries with economies in transition ) since TFB 7 identified that the experts participating in those meetings will not necessarily be the same.
4. Two meetings for Task 1 and two meetings for Task 2, to be held back to back Task 1 meetings , are planned in 2003.
5. Four meetings are envisaged for Task 3 in 2003 and 2004, pending further decision taken by the IPCC XIX and the IPCC XX. Cost estimated for a meeting of Task 3 is 100,000 CHF for 17 experts invited from developing countries and countries with economies in transition.
6. Costs for two small-scale meetings and costs for dissemination and maintenance including data input (60,000 CHF) are allocated for annually.
7. One full-scale meeting in 2003, two full-scale meetings in 2004, two full-scale meetings in 2005 are envisaged.
8. In the light of absence of any current active request from SBSTA, zero budget is allocated.
9. A report on Good Practice Guidance and Uncertainty Management for the LULUCF will be published in 2003. Cost estimated for initial publication of this report is 175,000 CHF. A report to address the issues raised in paragraph 3(c) on page 2 of FCCC/CP/2001/L.11/Rev.1 will also be published in 2003. 75,000 CHF is allocated for this report of Task 2. Work plan on a report to address the issues raised in paragraph 3(d) on page 3 of FCCC/CP/2001/L.11/Rev.1 is pending future decision by the Panel.
10. This item will be covered by the publication costs of the LULUCF reports, in 2003 and 2004, and Revised IPCC Guidelines which is planned in 2005. A new edition of CD-ROM for the LULUCF is envisaged in 2003 and 2004, and for Revised IPCC Guidelines in 2005. All other existing publications of the NGGIP will be included in newly published editions, so that there will be no reproductions of former editions.
11. Full translation of inventory documents at a professional rate would be very expensive; countries are encouraged to provide in-kind or financial support for this activity.
12. It is tentatively planned to develop Good Practice Guidance training kits on LULUCF.
13. This item reflects meetings of the TFB in accordance with the decision by the Panel at the 19<sup>th</sup> Session on the membership of the TFB. The cost of the TFB meeting is estimated as 50,000 CHF
14. This item is now included in the other expenditure of the IPCC budget.
15. An average cost per meeting of 12,000 CHF, and 3 meetings in developing countries or in countries with economies in transition are assumed every year.
16. IPCC and WMO will take care of shipping draft reports for Government/Experts reviews and Government consideration for countries whose IPCC contacts are permanent representatives situated in Geneva.
17. This item will be required in case an additional TFI/IPCC Plenary has to be held to adopt/accept the LULUCF report in 2003. (See Section 1.1 of this document). 120 participants from DC/EIT countries and 30 others (Bureau members, Lead Authors, Review Editors etc.) are anticipated and 5,740 CHF per person is assumed (861,000 CHF). Three-day session with an average cost per day of 52,000 CHF is assumed (156,000 CHF). The procedure to adopt/endorse/accept reports of the NGGIP will be decided at the IPCC XIX. The same item for 2004 depending on the work plan in accordance with the decision by the IPCC XIX. The same item would be necessary for the *Revised 2005 IPCC Guidelines for National Greenhouse Gas Inventories* for 2005.

## 1.1 LAND USE, LAND-USE CHANGE AND FORESTRY (LULUCF)

**Objective** To undertake the NGGIP-LULUCF Programme

**Background** The 10<sup>th</sup> Session of the Subsidiary Body for Scientific and Technological Advice (SBSTA 10) invited the IPCC to develop a work plan addressing methodological issues raised in the IPCC Special Report on Land Use, Land-Use Change, and Forestry (LULUCF) in the context of the Revised 1996 IPCC Guidelines for National Greenhouse Gas Inventories (hereinafter *IPCC Guidelines*) in the areas of agriculture and land-use change and forestry. This task was to commence as soon as practicable following completion of the IPCC LULUCF Special Report.

SBSTA 11 recalled the SBSTA 10 conclusion, and invited the IPCC to provide a progress report on that subject at SBSTA 13. SBSTA 12 noted that Good Practice Guidance did not include specific guidance on the Land-Use Change and Forestry Sector and invited the IPCC to include *good practice guidance* for that sector in its work plan to be developed following the SBSTA 10 invitation. SBSTA 13 (Part II) forwarded a draft decision on LULUCF for further consideration by the Sixth Session of Conference of Parties (COP6), which was not acted upon by COP6 at its November 2000 session.

In December 2000, the IPCC Bureau at its 21<sup>st</sup> Session in Geneva, agreed to the proposal by the Task Force Bureau for National Greenhouse Gas Inventories (TFB), to hold ‘informal consultations’ on LULUCF between February and March 2001. The TFB Co-chairs Informal Consultations were held on 12-13 March 2001, in Geneva. Report of the Informal Consultations was considered at TFB5 and presented at IPCC Bureau XXII and IPCC XVII Meetings in Nairobi, on 3-6 April 2001. At IPCC XVII, the IPCC decided to pursue further work on the elaboration of good practice guidance and uncertainty management to meet the inventory reporting requirements of the Parties under the UNFCCC in relation to Land-Use Change and Forestry. It noted that the IPCC will need to take into account any further decisions or guidance from meeting of the Conference of the Parties to the UNFCCC. The Panel requested the TFB to organise the work on Good Practice Guidance and Uncertainty Management for the Land-Use Change and Forestry Sector, beginning with an Expert Group Planning Meeting to be held in advance of the IPCC XVIII on 24-29 September 2001, Wembley.

In July 2001, at the resumed session of the COP6, Parties reached a political agreement on the Implementation of the Buenos Aires Plan of Action (Decision 5/CP.6), in which a draft decision on LULUCF was included. The draft decision was forwarded to the COP7, held on 29 October – 9 November 2001 at Marrakech, for its adoption. The decision was adopted at COP7 and, now, it is a part of the Marrakesh Accords. The COP7 decision in Section K.1. of the Marrakesh Accords contains an invitation to IPCC (see decision 11/CP.7 in document FCCC/CP/2001/13/Add.1):

3(a) To elaborate methods to estimate, measure, monitor, and report changes in carbon stocks and anthropogenic greenhouse gas emissions by sources and removals by sinks resulting from land use, land-use change and forestry activities under Article 3.3 and 3.4, and Articles 6 and 12 of the Kyoto Protocol on the basis of the *Revised 1996 Intergovernmental Panel on Climate Change Guidelines for National Greenhouse Gas Inventories*, taking into account the decisions -/CMP.1 and -/CP.7, to be submitted for consideration and possible adoption to the Conference of the Parties at its ninth session;

3(b) To prepare a report on good practice guidance and uncertainty management relating to the measurement, estimation, assessment of uncertainties, monitoring and reporting of net carbon stock changes and anthropogenic greenhouse gas emissions by sources and removals by sinks in the land use, land-use change and forestry sector, taking into consideration decisions -/CMP.1 and -/CP.7, to be submitted for consideration and possible adoption to the Conference of the Parties at its ninth session;

3(c) To develop definitions for direct human-induced ‘degradation’ of forests and ‘devegetation’ of other vegetation types and methodological options to inventory and report on emissions resulting from these activities, to be submitted for consideration and possible



adoption to the Conference of the Parties at its ninth session; and,

3(d) To develop practicable methodologies to factor out direct human-induced changes in carbon stocks and greenhouse gas emissions by sources and removals by sinks from changes in carbon stocks and greenhouse gas emissions by sources and removals by sinks due to indirect human-induced and natural effects (such as those from carbon dioxide fertilization and nitrogen deposition), and effects due to past practices in forests (pre-reference year), to be submitted to the Conference of the Parties at its tenth session;.

In accordance with the work plan and budget adopted at the IPCC XVII, Expert Group Planning Meeting (EGPM) was held in Geneva, Switzerland, on 6-8 August 2001. Taking into account of the requests contained in the FCCC/CP/2001/L11/Rev.1, EGPM and subsequent session of the TFB (TFB6) has developed a work programme on LULUCF, which includes the following specific tasks:

- Task 1 - Development of good practice guidance for the Revised 1996 IPCC Guidelines for National Greenhouse Gas Inventories and supplementary methods and good practice guidance arising from the Kyoto Protocol (This covers the long-standing request to IPCC from SBSTA 12, and the requests in paragraphs 3(a) and 3(b) of the L.11/Rev.1). For this task, the meeting developed the Terms of Reference (TOR) and the Annotated Table of Contents (TOC).
- Task 2 - Development of definitions for direct human induced 'degradation' and 'devegetation' and methodological option to inventory and report on emissions from these activities (This covers para 3(c) in L.11/Rev.1). The meeting developed a draft Scoping Paper for this task.
- Task 3 - Development of practicable methodologies to factor out direct human-induced changes in carbon stocks and greenhouse gas emissions by sources and removals by sinks from changes in carbon stocks and greenhouse gas emissions by sources and removals by sinks due to indirect human-induced and natural effects (such as those from carbon dioxide fertilization and nitrogen deposition), and effects due to past practices in forests (This covers 3(d) in the L.11/Rev.1). The meeting developed a draft Scoping Paper for this task.

The EGPM and the TFB 6 developed the Terms of Reference and the Table of Contents for the Good Practice Report for LULUCF in reference to the Task 1, and also considered scoping and possibility on Task 2 and 3.

IPCC XVIII (Wembley, UK, 24-29 September 2001) endorsed the LULUCF work programme, and accepted the Terms of Reference and the Table of Contents for the Good Practice Report for LULUCF. The Panel also authorised the TFB to continue with the work to develop the outline on the issue of degradation and devegetation (Task 2) and the outline on the issue of factoring out direct human-induced changes (Task 3) for consideration at IPCC XIX.

The Fifteenth Session of SBSTA, in October 2001, in Marrakech, Morocco, welcomed the work programme proposed by the IPCC relating to the development of good practice guidance for LULUCF, followed by the confirmation at COP7 to invite the IPCC to proceed three tasks.

**Approach** Task 1 has already started according to the schedule planned with full acceptance by the IPCC XVIII. The steering group (consists of TFB co-chairs and four lead authors with its functions: to facilitate the collaboration among the CLAs, to ensure consistency across the chapters and with the Revised 1996 IPCC Guidelines and the Good Practice Report, and to ensure a complete and balanced report on LULUCF good practice), revised workplan including an additional expert/authors meeting to be held in 2002 and the slate of authors proposed by the TFB were endorsed by the IPCC Bureau XXIV. Regarding tasks to develop the outline on the issue of degradation and devegetation (Task 2) and the outline on the issue of factoring out direct human-induced changes (Task 3), workplan and

schedule of works are considered in relation with Task 1, and so to reflected in this work plan and budget. Revision may be necessary, depending on the decision by the IPCC XIX and also the future discussions at the SBSTA and the COP Sessions.

**Products** A report on "Good Practice Guidance and Uncertainty Management for the Land Use, Land-Use Change and Forestry" to be submitted for consideration and possible adoption to the Conference of the Parties at its ninth session. A report to address the issues raised in paragraph 3(c) also to be submitted for consideration and possible adoption to the Conference of the Parties at its ninth session. A report to address the issues raised in paragraph 3(d) to be submitted for consideration and possible adoption to the Conference of the Parties at its tenth session. Some other products may be produced if the necessity arises.

## **2002**

The first authors/expert meeting for Sections 3(a) and 3(b) under Task 1 was held in March 2002, hosted by the government of Germany. Two more meetings of authors/experts are planned for Sections 3(a) and 3(b) to develop the zero-order draft, followed by the first-order draft of the report to be sent out for first round of governments/experts review. Depending on the decision taken by the Panel at the IPCC XIX, Task 2 for Section 3(c) would start with the first meeting, which will be followed by the second meeting in 2002. Meetings for Section 3(c) could coincide with the second and the third Authors/Experts Meetings for Section 3(a) and 3(b). Depending on the decision by the IPCC XIX, one expert meeting is envisaged for Section 3(d) to review/assess the state of science in developing practicable methodologies to factor out direct human-induced changes; to identify the gaps in the science; and to lay out the overall workplan for this task in conjunction with WGI, WGII and TFI to prepare recommendations for future work of the IPCC on this matter.

## **2003**

Two meetings will be done for Sections 3(a) and 3(b) to prepare the second order draft of the report for the second stage of governments/experts review and to prepare the final draft of the report for government consideration. Depending on the development of Task 2 for Section 3(c), two meetings would be planed to coincide with the 3<sup>d</sup> and 4<sup>th</sup> Authors/Experts Meetings of Section 3(a) and 3(b). Pending decision by the IPCC XIX, one additional session of the Panel might be required to approve/accept the final report of the tasks 1 and 2.

Pending decision by the IPCC XIX and the IPCC XX on Section 3(d), three meetings of Authors/Experts would be envisaged provisionally in 2003, that would be followed by government/expert review(s).

## **2004**

Pending further decision taken by the IPCC XIX and the IPCC XX, one full-scale meeting of Authors/Experts would be needed for Section 3(d) to attend to issues gathered from the previous stage of governments/experts review and to finalise the report for government consideration. Likewise, one additional session of the Panel might be required to approve/accept the final report of the Task 3.

**Meeting cost estimates for each Task, excluding those costs that might be required for holding additional sessions of the Panel. (Such an additional session of the Panel would cost 1,017,000 CHF for Tasks 1 and 2 (combined) and Task 3, respectively.)**

**Task 1: 1,175,000 CHF** Five meetings ( 235,000 CHF is allocated for each meeting of Task 1 to invite 41 authors from DC/EIT countries.)

**Task 2: 200,000 CHF** Four meetings with 50,000 CHF each

**Task 3: 500,000 CHF** Five meetings with 100,000 CHF each

### **Meeting cost estimates for each year**

**2002: 905,000 CHF** Three meetings for Task 1 (235,000 CHF is allocated for each meeting)

- and two meetings for Task 2 (50,000 CHF is allocated for each meeting) ; and one meeting for Task 3 (100,000 CHF)
- 2003: 870,000 CHF** Two meetings for Task 1 (235,000 CHF is allocated for each meeting), and two meetings for Task 2 (50,000 CHF is allocated for each meeting); and three meetings for Task 3 (100,000 CHF for each meeting). If an additional session of the Panel is required to approve/accept the final report of Tasks 1 and 2 (combined), it would cost **1,017,000 CHF**.
- 2004: 100,000 CHF** One meeting for Task 3. If an additional session of the Panel is required to approve/accept the final report of Task 3, it would cost **1,017,000 CHF**.

#### **Publication and dissemination cost estimates**

Publication of hard copy and CDROM:	for <b>Task 1</b>	<b>175,000</b>	<b>CHF (in 2003)</b>
	for <b>Task 2</b>	<b>75,000</b>	<b>CHF (in 2003)</b>
	for <b>Task 3</b>	<b>150,000</b>	<b>CHF (in 2004)</b>
Training kits for developing countries:	for <b>Task 1</b>	<b>60,000</b>	<b>CHF (in 2004)</b>

#### **Related UNFCCC activity**

The SBSTA may wish to indicate how it intends to proceed with the IPCC report on good practice guidance for LULUCF in the context of the Convention process.

In addition to 3(a) to 3 (d) above, the decision in Section K.1. of the Marrakesh Accords, requests for the SBSTA;

2(b) To investigate the possible application of biome-specific forest definitions for the second and subsequent commitment periods with a view to the Conference of the Parties at its tenth session recommending a decision for adoption on the use of such biome-specific forest definitions for future commitment periods to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol at its first session;

2(e) To develop definitions and modalities for including afforestation and reforestation project activities under Article 12 in the first commitment period, taking into account the issues of non-permanence, additionality, leakage, uncertainties and socio-economic and environmental impacts, including impacts on biodiversity and natural ecosystems, and being guided by the principles in the preamble to decision -/CMP.1 (*land use, land-use change and forestry*) and the terms of reference referred to in paragraph 2 (d) above, with the aim of adopting a decision on these definitions and modalities at the ninth session of the Conference of the Parties, to be forwarded to the Conference of the Parties serving as the meeting of the Parties to the Kyoto Protocol at its first session;

The SBSTA is requested to develop at its 16<sup>th</sup> session term of reference for the work to be conducted under 2(e) above. EGPM in August prepared options assessment papers for works on 2(d) and 2(e) to the consideration at the IPCC XVIII, but the planning for these issues were left pending until the IPCCXIX. Taking into account that COP7 decision does not contain the requests on these issues, works on these items are not reflected in this workplan and budget. It will be considered in future if such requests will come.

The UNFCCC Secretariat may be requested by the SBSTA to draft or update the UNFCCC guidelines for national communications. This request could include options to address identified methodological issues which could be directed to and carried out under the IPCC NGGIP.

## 1.2 DATABASE ON EMISSION FACTORS

**Objective** To develop a database of emission factors and underlying information for the purposes of securing and disseminating the most current scientific information on emission factors and assisting in increasing transparency and reliability of national inventories. The database would include, as far as possible, details of the information source and the derivation of the factors as well as the uncertainties. This is especially important for those countries that lack good data and cannot ensure reliable estimates.

**Background** An emission factor database will not only scientifically underpin the future work of the NGGIP but also greatly increase the capacity of countries to include emission factors most relevant to national conditions and increase the transparency and reliability of national inventories. The need for such a database has been recognised in earlier NGGIP expert meetings (e.g. expert meeting in Cuba) and others. The database will be made accessible through the web and action will be taken to provide its details by other means, such as CD-ROM.

A scoping meeting was held in New Delhi, India, 24-25 July 2000. Building upon the outcome of this scoping meeting, Strategic Implementation Plan (SIP) was developed by the TSU, which was endorsed by the TFB, at its 5<sup>th</sup> session (March 2001). SIP sets out two phases to implement this project. In accordance with the SIP, the 1<sup>st</sup> expert meeting (small-scale) was held in Paris, France, on 2-4 July 2001, where functional design, issues related data and database management were discussed.

Considering the outcome from the 1<sup>st</sup> expert meeting, the TFB endorsed the update of the work plan, the call for tender to produce a database, and also the establishment of the EFDB Steering Group.

After the Paris meeting, Steering Group was formed to engage effective implementation of SIP under the supervision of the TFB. The collaborator, who was selected by call for tender, developed the prototype database under the supervision by the EFDB Steering Group. The prototype database is tested by experts during February and March 2002.

**Activities and timing** The TSU will prepare a summary table of the comments for consideration by the 2<sup>nd</sup> Expert Meeting in April 2002. Following the outcome from the 2<sup>nd</sup> Expert Meeting, the prototype database will be improved and finalised as the IPCC NGGIP emission factor database by COP8.

The IPCC NGGIP emission factor database will be fully operational in 2002. Phase 2 activities will include dissemination and on-going maintenance. This may require IPCC funding of two small-scale expert meetings each year to coordinate emission factors, and to consider and implement the on-going screening and quality control of information. In addition, further development work, dissemination and maintenance would require IPCC funding.

**Approach** The TSU will implement the project along the lines of the SIP and the outcome of 1<sup>st</sup> expert meeting in Paris.

**Products** A user-friendly comprehensive database of emission factors.

### Meeting cost estimates

<b>2002:</b>	<b>50,000 CHF</b>	One small-scale meeting
<b>2003:</b>	<b>100,000 CHF</b>	Two small-scale meetings
<b>2004:</b>	<b>100,000 CHF</b>	Two small-scale meetings
<b>2005:</b>	<b>100,000 CHF</b>	Two small-scale meetings

### Development, dissemination and maintenance cost estimates

<b>2002:</b>	<b>100,000 CHF</b>
<b>2003:</b>	<b>60,000 CHF</b>
<b>2004:</b>	<b>60,000 CHF</b>
<b>2005:</b>	<b>60,000 CHF</b>

**Related UNFCCC activity** The UNFCCC Secretariat will process data related to emission factors submitted by Parties in their annual inventories and national communications and make them available to Parties and the IPCC.

The UNFCCC Secretariat will facilitate the dissemination of information resulting from the database among Parties in relevant UNFCCC meetings and workshops. The UNFCCC Secretariat will promote the use of the information resulting from the database when coordinating and carrying out review activities of the inventory information provided by Parties.

### 1.3 METHODS ASSESSMENT WITHIN THE FRAMEWORK OF THE 1996 GUIDELINES INCLUDING THE GOOD PRACTICE GUIDANCE, AND REVISION OF THE GUIDELINES

**Objective** To assess and collate scientific and technical information relevant to estimating GHG emissions and sinks in the context of the *Revised 1996 IPCC Guidelines for National Greenhouse Gas Inventories (IPCC Guidelines)*, *Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventories (Good Practice Guidance)*, and the ” *Good Practice Guidance and Uncertainty Management for Land-Use, Land-Use Change and Forestry*” report, activity on which has recently commenced.

**Background** National submissions to the UNFCCC, the IPCC expert meeting held in Havana (15-16 September 1998) as well as the expert meetings on good practice guidance in national inventory preparation (held in 1998 – 2000) provided recommendations for areas of improvements in the *IPCC Guidelines*.

The SBSTA, at its 12<sup>th</sup> session, invited Annex I Parties to submit information on their experience with using good practice guidance in preparing their 2001 inventory submissions by 15 August 2001, to be considered by the SBSTA 15. These submissions to the SBSTA will also provide the IPCC with recommendations to improve the *IPCC Guidelines*. SBSTA15 adopted a conclusion on Governments’ (re-)submission of views by COP8 on experiences in the application of the Good Practice Guidance.

The Kyoto Protocol requires that negotiations on amendments to commitments for Parties in Annex 1 for periods beyond the first commitment period shall be initiated at least 7 years before the end of the first commitment period in 2012. Revised Guidelines will be needed for such considerations in about 2005/2006.

**Activities and timing** A meeting with TFB and external experts is scheduled for 2002. This meeting will discuss those issues identified as “future work” in the *Good Practice Guidance*, consider feedback submitted to the SBSTA by users of the report, and develop a plan for the revision of the *IPCC Guidelines*, including *Good Practice Guidance*. Full-scale expert meeting is scheduled for 2003 and two full-scale meetings are envisaged in 2004 and 2005 respectively on the revision of the Guidelines.

**Approach** The NGGIP will consider, in consultation with experts, the development of new methods for novel or overlooked emission sources, development of good practice guidance for sources or sinks not included in the current work and outstanding issues on industry standards where there is no consensus yet within a specific industry sector. The reports on these issues, together with an evaluation of good practice guidance and the methods developed for LUCF, will be made available to countries and will feed into a revision of the *IPCC Guidelines*.

**Products** Interim products will be produced as meeting reports (supporting material). The final product will be completed in 2005/2006 as “*Revised 2005 IPCC Guidelines for National Greenhouse Gas Inventories*.”

#### Meeting cost estimates

<b>2002:</b>	<b>30,000 CHF</b>	One meeting
<b>2003:</b>	<b>90,000 CHF</b>	One full-scale meeting
<b>2004:</b>	<b>180,000 CHF</b>	Two full-scale meetings
<b>2005:</b>	<b>180,000 CHF</b>	Two full-scale meetings.

If an additional session of the Panel is required to approve/accept the final report, it would cost **1,017,000 CHF**.

**Related UNFCCC activity** The UNFCCC Secretariat will make available information on methodological issues related to the use of the *IPCC Guidelines* and the *Good Practice Guidance* resulting from the reviewing the inventory data submitted by Parties.

## 1.4 PROVISION OF SCIENTIFIC AND TECHNOLOGICAL RESPONSES TO POSSIBLE REQUESTS FROM SBSTA

**Objective** Provide timely responses to SBSTA requests, in particular, relating to inventory estimates including those related to Articles 5, 7 and 8 of the Kyoto Protocol.

**Background** The SBSTA has identified future work on a number of methodological issues including those in document FCCC/SB/1999/2. Most of these are awaiting policy agreement before any request will be made to the IPCC. The items listed below are areas in which the TFB foresaw that the IPCC NGGIP could assist the UNFCCC, with agreement on the division of labour: methodological issues related to GHG inventories relevant to Articles 5, 7 and 8 of the Kyoto Protocol, methods related to GHG inventories relevant to projects and mechanisms under the Kyoto Protocol; and inventory methods related to bunker fuels and others, if requested by SBSTA.

Having analysed the current situation, it was decided that zero-budget be allocated for each year, in the absence of any request from SBSTA.<sup>1</sup>

**Activities and timing** No expert meeting is anticipated at present. However, appropriate budget should be considered to organise expert meetings in a timely manner when a need to respond to request from SBSTA arises.

**Approach** The TSU will develop a background paper taking into consideration the outcomes from SBSTA or COP or both prior to holding the meeting.

**Products** Complete IPCC reports as appropriate.

### Meeting cost estimates

<b>2002:</b>	<b>0 CHF</b>
<b>2003:</b>	<b>0 CHF</b>
<b>2004:</b>	<b>0 CHF</b>
<b>2005:</b>	<b>0 CHF</b>

**Related UNFCCC activity** The SBSTA will consider report(s) on GHG inventory methodological issues related to the Convention and the Kyoto Protocol, prepared by the IPCC on request from SBSTA. The SBSTA may recommend how to proceed with the report(s) including consideration of the elements of the report(s).

The UNFCCC Secretariat will prepare relevant analysis based on information submitted by Parties, and documents including draft guidelines and modalities for the implementation of Articles 5, 7 and 8 of the Kyoto Protocol taking into account views from the Parties and the IPCC.

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<sup>1</sup> As for the ongoing work on inventory reporting and review guidelines such as UNFCCC workshop (3-5 December 2001 in Bonn), the TSU staff will participate in relevant meetings (subject to availability of funds from the Japan Special Funds for TSU). Similarly, the TSU staff's participation in any UNFCCC meetings related to harvested wood products (2003 and onward), and international bunker fuels (2003 and onward) will be considered.

## 2 PUBLICATION, TRANSLATION, DISSEMINATION AND TRAINING

**Objective** To facilitate the preparation of national inventories through widespread dissemination of knowledge in the use of the *Revised 1996 IPCC Guidelines for National Greenhouse Gas Inventories (IPCC Guidelines)* including the *Good Practice Guidance and Uncertainty Management in National Greenhouse Gas Inventories (Good Practice Guidance)* and the ” *Good Practice Guidance and Uncertainty Management for Land-Use, Land-Use Change and Forestry*” report.

### Background

1. In addition to the English version of the *IPCC Guidelines*, the Volume 2 Workbook is available in the main UN languages, French, Spanish and Russian because of its importance in contributing to preparation of GHG Inventories in many countries.
2. All countries have received at least one set of the *IPCC Guidelines*, and additional copies have been available upon request as well as on the website. The IPCC software has also been widely distributed.
3. One post in the IPCC/OECD/IEA Secretariat was allocated to a visiting scientist from a DC/EIT country and some expert meetings have been held in DE/EIT countries providing for larger participation by host and neighbouring countries. A National Communications Support Programme has been established by UNDP and UNEP, in co-operation with the UNFCCC secretariat. Core funding is provided by the GEF, and the focus has been on adaptation. Further, training in the use of the *IPCC Guidelines* has been discussed by the Joint Working Group (JWG) between IPCC and UNFCCC in a broader context, see proposal for IPCC outreach IPCC Bureau XIX/Doc. 7.
4. In 2000, *Good Practice Guidance* was published and a hard copy was made available to all IPCC country focal points and COP6 delegations.
5. Emerging needs for training tools to enable developing countries to easily use the *Good Practice Guidance* have been identified in several meetings, e.g. UNFCCC Regional Workshops on the Consultative Group of Experts on National Communications from Non-Annex I Parties.

### Activities and timing

1. No further translation is currently planned.
2. Dissemination of additional copies of the *IPCC Guidelines*, the *Good Practice Guidance* and related software will be taken up by the UNFCCC Secretariat exclusively for Parties to the Convention.
3. Training in inventory preparation in response to specific requests will be carried out subject to the availability of funds. The IGES Visiting Scientist Programme will be funded from available programme resources including the Japanese Special Fund.
4. In-kind contribution will be provided for collaboration with other organisations on *Good Practice Guidance* in developing countries and countries with economies in transition. After completion of the ”*Good Practice Guidance and Uncertainty Management for Land-Use, Land-Use Change and Forestry*” report, *Good Practice Guidance* training kits on LUCF for developing countries will be developed in 2004.
5. A report on “*Good Practice Guidance and Uncertainty Management for Land-Use, Land-Use Change and Forestry*” will be published in 2003. A report to address the issues raised in paragraph 3(c) on page 2 of FCCC/CP/2001/L11/Rev.1 will also be published in 2003. A report to address the issues raised in paragraph 3(d) on page 3 of FCCC/CP/2001/L11/Rev.1 will be published in 2004.
6. To respond to continuous requests for the *IPCC Guidelines* and *Good Practice Guidance* (CD-ROMs), existing publications of the NGGIP will be included in newly published CD-ROMs and reproduced every year.
7. In 2002, Background Papers for the IPCC Good Practice Expert Meetings and some other meeting



reports are scheduled to be published.

8. In 2005/2006, publication of “*Revised 2005 IPCC Guidelines for National Greenhouse Gas Inventories*” is envisaged.

### **Approach**

1. Countries are encouraged to support translation activity, through in-kind or financial support, as full translation of inventory documents at a professional rate would be very expensive.
2. Collaboration with other organisations on *Good Practice Guidance* training has been initiated (item 2.3 in Table 1) and further collaboration will be pursued.

### **Cost estimates**

<b>2002:</b>	<b>78,000 CHF</b>
<b>2003:</b>	<b>250,000 CHF</b>
<b>2004:</b>	<b>210,000 CHF</b>
<b>2005:</b>	<b>750,000 CHF</b>

### **Related UNFCCC activity**

1. No activity is planned.
2. The UNFCCC Secretariat will disseminate the *IPCC Guidelines* and related software among the Parties. The UNFCCC Secretariat will update the IPCC software to make it compatible with the common reporting format of the UNFCCC reporting guidelines on annual inventories by Annex I parties.
3. The UNFCCC Secretariat will continue to organise fora for sharing experiences on emission factors and activity data among Annex I Parties for improvement of the GHG inventories of national communications, if funds are made available by the Parties for this purpose.